

April 26, 1978

SCOPE OF COVERAGE

Background:

Re-drafting of the Scope of Coverage began in 1973. There were frequent meetings involving Colby, Finnegan, Giller, Komendantov and/or Schlesinger. Drafts were written and rewritten over and over again.

Major studies were undertaken to deal with questions relating to components and to lower levels of processing for certain articles. Colby and Giller concluded a major study at the end of 1974 to develop a List of Components; Giller concluded a major study (July 23, 1976) comparing 14 different processing alternatives, including costs, start-up times, and retrievability.

On September 22, 1976 Giller summarized the progress to date as follows:

1. The most recent proposed revisions of each section are:

Section I.	Oct. 23, 1975
II.A.	Dec. 16, 1975
B.	Aug. 9, 1974
C.	Dec. 30, 1975
D.	Aug. 9, 1974
2. The only sections discussed in detail by the ad hoc committee were Sections I. and II.C.
3. The following conclusions have been reached by the committee:
  - a.) Components will not be included in the Scope.
  - b.) The concept of lower level(s) of processing is not satisfactory for certain articles that would be selected under the proposed revisions of Section I. and II.C.
4. No estimates have been made by LRD staff regarding the number of additional articles per year that would be selected under the proposed revisions of Section II.B. and II.D. Such estimates have been made with regard to Section II.A., but have not yet been presented to the committee.

Late in 1976 (or early 1977) Finnegan deferred to Colby and Giller the task of re-drafting. Giller and staff plus Colby started again on page 1 of the Scope of Coverage and by September 1977 most of the task was completed. On September 19, 1977 Giller wrote to Colby that distribution of the existing draft to LRD staff members was essential, since uncertainties with regard to selection guidelines had continued to cause substantial operational problems.

On December 1, 1977 copies of our drafts of the Scope of Coverage-Current Practice and accompanying Notes were forwarded to Jacob by Giller, who requested permission to distribute copies to the LRD staff. Jacob informed Giller by telephone that these drafts could not be distributed in a manner that represented their acceptance by the computer committee.

On January 30, 1978 Giller sent six additional copies of the draft of the Scope of Coverage-Current Practice and accompanying Notes, and Jacob promptly forwarded copies to Brown, Decker, Hoel and Colby. On February 21, 1978 Giller distributed copies to the LRD staff, indicating that these documents were drafts and had not yet received final approval.

On March 28, 1978 the computer committee met and discussed the drafts.

On April 10, 1978 Giller forwarded to Brown, Decker, Finnegan, Hoel, Jacob and Colby copies of a composite display of the draft of the Scope of Coverage-Current Practice and accompanying Notes dated December 1, 1977 plus In-Process Data Base Classification Codes.

Summary:

Work on drafting the Scope of Coverage began approximately five years ago. A conservative estimate of the total number of hours spent by all parties involved from the time work began, to date, would be approximately 1,500 hours.

Very little progress was made in the re-drafting effort until the task was assigned to Giller and Colby.

Four months elapsed between the time that the final draft was submitted by Giller and the evaluation by the computer committee.

That portion of the evaluation meeting attended by Giller was disappointing, in that the committee gave no attention to the proposed handling of components, Colby left the meeting for a prolonged telephone conversation, and the committee only cursorily acknowledged the Division's use of preliminary data bank system.